I. <u>Call to Order</u>

Chairman Dan Kowalski called the Regular Meeting of the Board of Selectmen to order at 7:00 P.M. in the Selectmen's conference room in the Town Offices. Present: Chairman Kowalski-Y and Selectmen Paul Salafia-Y, Alex Vispoli-Y, Brian Major-Y, Mary O'Donoghue-Y. Also present: Town Manager Reginald S. Stapczynski and Town Clerk Larry Murphy. The meeting was duly posted and cablecast live.

II. Opening Ceremonies

A. <u>Moment of Silence/Pledge of Allegiance</u>

Chairman Kowalski led the meeting in a Moment of Silence and Pledge of Allegiance.

III. <u>Communications/Announcements/Liaison Reports</u>

The Town Manager made the following announcements:

- ~ The 4th of July Celebration and scheduled events went well even with the impending threat of inclement weather. He offered thanks to the Firefighters for their support and congratulations on another great pancake breakfast.
- ~ Tennessee Gas is conducting a community meeting on Wednesday, July 9th at 7:00 P.M. in the Wood Hill Middle School Auditorium followed by a question and answer period. He said a good turnout is expected.
- ~ He is looking for volunteers to serve on the Ballardvale Fire Station Building Committee Ballardvale area residents, residents with construction skills and, most importantly, residents with common sense are encouraged to apply.
- ~ Andover has received a Federal Grant for the removal of two dams in the Stevens Street area.
- ~ The Greater Lawrence Regional Vocational High School now receives all their power through solar energy and has a net metering agreement from Central-Western Massachusetts. Andover is looking into finalizing a Net Metering Agreement; drafts of the Agreement will be provided to the Board of Selectmen for review.

Town Clerk Larry Murphy reported that he heard from Representative Moran's Office regarding the status of the Senior Citizen Tax Relief Home Rule. The legislature considers the Home Rule to be unconstitutional and it won't pass this year, however, they are investigating the creation of a local circuit breaker tax exemption.

Tri-Board OPEB Subcommittee members Brian Major and Mary O'Donoghue reported that the sub-committee will meet on Tuesday, July 8th at 7:00 P.M. in conference room B on the third floor in the Town Offices.

Selectman Salafia also recognized the Firefighters for providing another great pancake breakfast as part of the Town's celebration of the 4th of July. He also reported that the

Economic Development Council (EDC) held a very lively, working meeting last week and is interested in the development of the Town Yard. Discussions with more private schools are being scheduled in the hopes they will recognize their civic responsibility to contribute towards the Town services they receive. Bob Douglas, Director of Conservation, will be bringing ideas to the Board on priorities for acquiring land.

Selectman Vispoli talked about the e-mails received last week from residents near Merrimack College regarding the planned dorm expansion. He is aware of the sensitivity and complexity of the area due to a low water table and encouraged the Board of Selectmen to closely observe this plan and the process.

Chairman Kowalski said the new liaison listing for the Board members was emailed to the Board. He also talked about the project plans for the Town Manager which includes the RFP for Health Insurance, release dates for the RFP, meeting dates with the Public Employee Committee (PEC), and the inclusion of all votes in the Finance Committee Report for Town Meeting.

IV. <u>Citizens Petitions and Presentations</u>

Jennifer Ross, 66 Brookfield Road and representing the "Coalition for Merrimack College Smart Group" (made up of residents living in the area by Merrimack College), appeared before the Board and distributed a handout of their charter, spoke about the adverse impact the location the college has chosen to pursue for additional dormitories will have on the residents in the area. She said it is a disservice to the neighbors and they want the Town to support them in their petition to convince Merrimack College to build the dorms elsewhere on campus. Selectman Salafia pointed out that the decision would come from the Planning Board. The Town Manager attended a meeting with Merrimack College who were instructed to meet with the neighbors. The Board agreed that additional meetings and sharing communication is needed. The Town Manager will send a letter to Merrimack College encouraging more meetings.

V. Public Hearing

A. <u>Alcoholic Beverages License</u>

Selectman Vispoli read the request of Springhill SMC, LLC, d/b/a Springhill Suites by Marriott Boston Andover, 10400 Fernwood Road, Bethesda, MD, who has applied for a Wine and Malt Innholder Alcoholic Beverage License at 550 Minuteman Road, Andover. Stephanie Leary will be the designated Manager. The request has been reviewed and approved by the Town Clerk subject to the condition that all other requirements of the Town are met prior to the issuance of the license. Selectman Major moved to approve the request, the motion was seconded by Selectman Salafia and voted 5-0 to approve.

VI. Regular Business of the Board

A. <u>Land Transfer – 278R High Plain Road</u>

On a motion by Selectman Salafia, seconded by Selectman O'Donoghue, the Board voted 4-0 to sign the deeds to transfer land at 278R High Plain Road as authorized by Article #58 at the 2013 Annual Town Meeting. Selectman Major was not in the room when the vote was taken.

B. <u>Retirement Board Vacancy</u>

The Board discussed the vacancy on the Andover Contributory Retirement Board and Chairman Kowalski noted that the Retirement Board gave a presentation at the previous Board meeting. He said the position is an appointment by the Board of Selectmen and a member of the Board of Selectmen can serve on the Retirement Board. The position requires a lot of time and thought, including a level of continued education and is a multi-year appointment requiring financial expertise. The Board agreed to re-advertise the position for an additional two weeks and to then close the application process. Selectmen Vispoli and Salafia volunteered to serve on the sub-committee.

C. <u>Temporary to Permanent Town Positions</u>

The Town Manager presented information on changing temporary positions to permanent and explained that in 2012 there was a request for a permanent carpenter position but the Board approved a temporary position only. In 2005, the Town employed five carpenters, in 2011 there were two carpenters, and now they are down to one. The position services work requests for all Town and School facilities. The temporary position was created to reduce the backlog in work orders. The Board discussed the differences in the cost of a temporary vs. a permanent position. Selectman Salafia said there is a continuing backlog in work orders that warrants a full time position.

Selectman Major motioned the Board move to approve a change in the status of the carpenter position from temporary to permanent. The motion was seconded by Selectman Salafia. Roll call vote: Chairman Kowalski-Y and Selectmen Alex Vispoli-N, Mary O'Donoghue-N, Brian Major-Y, Paul Salafia-Y. The motion passed on a vote of 3-2.

D. <u>Economic Development Council Forum Follow-Up</u>

The Board held a follow-up discussion on the EDC's Forum held on May 21, 2014. The Town Manager said there are 3-4 "Top Projects" and as a 43B site we are able to expedite project permitting funding through MassWorks for projects that are shovel ready and in place to go. The projects include: 1) 16 Dascomb Road – (Brockway-Smith site) Sal Luponi is re-developing the front part of the property for a restaurant supply house; 2) Schneider Electric, 800 Federal Street – If they acquire 600 Federal Street they would be eligible for development under MassWorks but the site is not quite ready; 3) Hanover

Comprehensive Permit site on Shattuck Road is a fully-permitted 40B site and shovel-ready but there are some appeals in the process related to privately owned water and sewer that feeds into our trunk line. Selectman Vispoli suggested we get engaged and take advantage of any and all development opportunities

E. <u>Vehicle Policy – First Reading</u>

The Board discussed the proposed revisions to the Town's Vehicle Policy. Selectman Vispoli said the overall concern is to make sure we stay focused on vehicles for use and suggested that anytime a vehicle, for any reason even a replacement vehicle, is being contemplated for a commuter vehicle the request comes before the Board for a vote. The Board discussed the reduction of vehicles to date and future reductions to reduce commuter cars down to five vehicles. The Town Manager noted they have reduced commuter vehicles from thirteen to eight and that there was no net increase in vehicles with the structure change from the merging of the Public Works and Plant and Facilities Departments into the Municipal Services Department. As this is the first reading of the proposed revisions no vote was taken. The second reading will be on the July 21st agenda.

VII. All Other Business – None

VIII. Consent Agenda

A. <u>Appointments and Re-appointments</u>

On a motion by Selectman Salafia and seconded by Selectman Major, the Board voted 4-0 that the following appointments by the Town Manager be approved: Selectman Vispoli was not present in the room when the vote was taken.

DEPARTMENT	POSITION	RATE	EFF. DATE	
COMMUNITY SERVICES				
Matthew E. Hirsh	Counselor – PT	C2A/\$8.00/hr.	6/12/14	
Emma R. Plourde	Counselor – PT	C2A/\$8.00/hr.	6/11/14	
Sophie L. Draper	Counselor – PT	C2A/\$8.00/hr.	6/12/14	
Luke C. Washburn	Counselor – PT	C2A/\$8.00/hr.	6/12/14	
Ommel Bonilla	Counselor – PT	C2A/\$8.00/hr.	6/23/14	
Jacob M. Gordon	Counselor – PT	C2A/\$8.00/hr.	6/23/14	
Lillian J. Puccia	Counselor – PT	C2A/\$8.00/hr.	6/23/14	
Sara G. Wulff	Counselor – PT	C2A/\$8.00/hr.	6/30/14	

VIII. Consent Agenda (Cont'd)

A. Appointments and Re-appointments (Cont'd)

Kevin C. Vispoli	Counselor – PT	C2A/\$8.00/hr.	6/23/14	
Kristin A. Costagliola	Counselor – PT	C5A/\$10.25/hr.	6/12/14	
MacKenzie R. Kennedy	Counselor – PT	C2A/\$8.00/hr.	6/27/14	
Brendan P. Slattery	Counselor – PT	C2A/\$8.00/hr.	6/27/14	
Kaitlyn O. Barry	Counselor – PT	C2A/\$8.00/hr.	6/23/14	
Simon C. Pereira	Counselor – PT	C2A/\$8.00/hr.	5/30/14	
Julia N. Torres	Counselor – PT	C2A/\$8.00/hr.	6/23/14	
Emily S. Lin	Counselor – PT	C2A/\$8.00/hr.	6/30/14	
Caitlin R. Patten	Counselor – PT	C2A/\$8.00/hr.	6/30/14	
Daniel D. Parrill	Lifeguard – PT	C2A/\$8.00/hr.	6/23/14	
Crystal L. O'Keefe	Theater Ensemble –PT	\$2,000.00	6/25/14	
Sasha Schwartz	Dance Teacher – PT	C2A/\$8.00/hr.	6/27/14	
Quinn R. McCarthy	Baseball Counselor – PT	C2A/\$8.00/hr.	6/20/14	
Alec G. Livingston	Baseball Counselor – PT	C2A/\$8.00/hr.	6/23/14	
Sean P. Kucharski	Baseball Counselor – PT	C2A/\$8.00/hr.	6/23/14	
John M. Ozirsky	Tennis Counselor – PT	C2A/\$8.00/hr.	6/30/14	
YOUTH SERVICES		C2		
Rachel Harris	Counselor 2 – PT	C3A/\$8.75/hr.	6/13/14	
Anne McGraw	Counselor 2 – PT	C4B/\$9.75/hr.	6/13/14	
MUNICIPAL SERVICES DEPARTMENT – Plant & Facilities/Building Maintenance Div.				
Joseph C. Comeau	Summer/Seasonal – Te	emp. \$10.00/hr.	6/30/14	
COMMUNITY DEVELOPMENT & PLANNING				
	ubstitute Administrative	\$19.30/hr.	7/8/14	
	ecretary – PT/Temp.	¢10.20/k	7/0/14	
1	ubstitute Administrative ecretary – PT/Temp.	\$19.30/hr.	7/8/14	
	= = -/ 10111 .			

VIII. Consent Agenda (Cont'd)

A. Appointments and Re-appointments (Cont'd)

COMMUNITY DEVELOPMENT & PLANNING

Victoria Ricart Substitute Administrative \$19.30/hr. 7/8/14 Secretary – PT/Temp.

PLANNING BOARD

Ann W. Knowles – Regular Member – Term expires 6/30/19 (v. E. Macaux) Steven E. Pouliot – Associate Member – Term expires 6/30/19 (v. A. Knowles)

CONSERVATION COMMISSION

Ellen McCarthy Townson – Term expires 6/30/15 (v. M. Walsh)

IX. <u>Approval of Minutes from Previous Meetings</u>

On a motion by Selectman O'Donoghue and seconded by Selectman Major, the Board of Selectmen voted 5-0 to approve the Special Meeting Minutes of June 3, 2014 and the Regular Meeting Minutes of June 16, 2014.

X. Adjournment

At 9:00 P.M. on a motion by Selectman Major and seconded by Selectman O'Donoghue, the Board of Selectmen unanimously voted to adjourn.

Respectfully submitted,

Dee DeLorenzo Recording Secretary